

Pavement Preservation Task Group

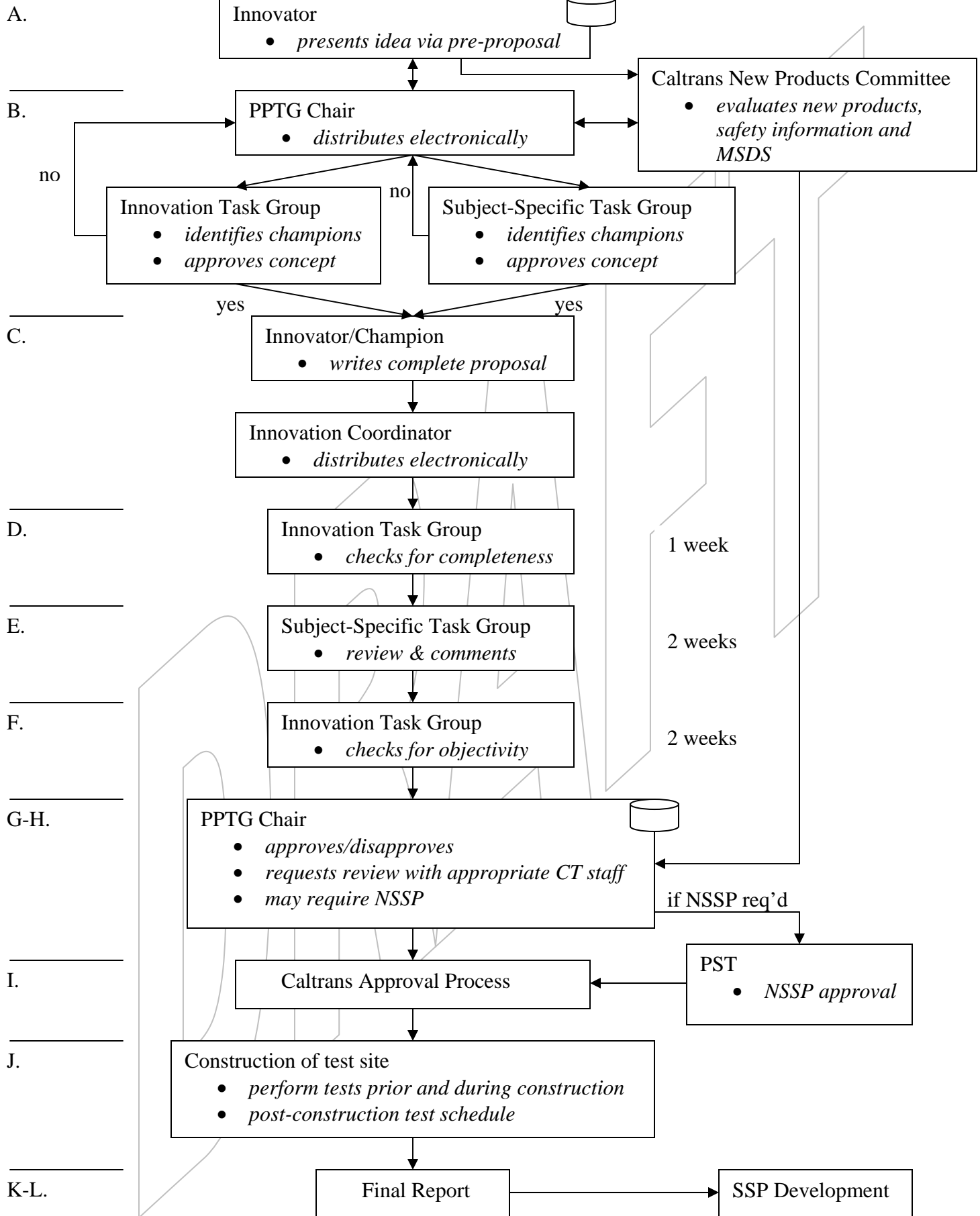
Innovation Sub-Task Group

Innovation Process

- A. Innovators approach Shakir Shatnawi, the Pavement Preservation Task Group Chair, PPTG Chair (or Don Fogle, the New Products Coordinator, NPC) with a pavement preservation innovation. The innovators will provide information on the innovation electronically using the pre-proposal format (elements 1-6). If the innovation contains a new product the New Products form will be filled out and sent to Don Fogle. Don will then begin the process for creating a MSDS sheet. The pre-proposal will be logged into a database by the Innovation Coordinator for status updates.
- B. PPTG Chair will distribute the innovation information to both the innovation and subject-specific sub-task groups. The sub-task groups will help identify Caltrans' champions. PPTG Chair will also notify the NPC of the innovation. If the innovation contains a new product, PPTG Chair will direct the innovator to submit the appropriate MSDS and safety information to the New Products Process.
- C. The innovators and Caltrans' champions will develop full proposal for the innovation process. The proposal shall include the information requested in the innovation proposal format (elements 2-14) and be submitted electronically to the Innovation Coordinator.
- D. The Innovation Coordinator will distribute the innovation proposal to the innovation sub-task group. The innovation group will determine whether the proposal has the necessary information to go forward. This will be accomplished via email to the membership and require comments within one week. No comments implies acceptance.
- E. The innovation sub-task group forwards the proposal to the subject-specific sub-task group. They would review and provide comments, via email or meetings, within two weeks.
- F. The innovation sub-task group will examine the comments made by the subject-specific sub-task group for objectivity. This will be accomplished via email to the membership and require comments within one week. All comments will be collected by the Innovation Coordinator.

- G. The PPTG Chair will receive comments from the Innovation Coordinator and, if the New Products Process is involved, the necessary safety information. PPTG Chair will then decide to proceed, reject or ask for further information. This further information could be presentations to the PPTG Chair and appropriate Caltrans' staff (e.g., District engineers, Maintenance management, etc.). If the vendor is to be paid for the innovation the PPTG chair will submit it to the PST for creation of an NSSP.
- H. The finished proposal and comments are entered in to database by the Innovation Coordinator and submitted to the Maintenance Approval Process. The Innovation Coordinator will keep the innovation and subject-specific sub-task groups informed.
- I. Caltrans Approval process?
 - a) Maintenance Director?
 - b) District (Director, Maintenance?)
- J. The Innovation Coordinator would facilitate and collect the evaluation information before, during and after the construction. Tests would be scheduled at the site prior to and during the construction as described in the proposal. The Innovation Coordinator would facilitate (e.g., remind the necessary parties of up and coming tests) post-construction tests and collect the necessary evaluation information. Note, the database should include elements for all possible tests taken before, during and after the construction. This includes all items taken in the surface distress survey, deflection testing, etc.
- K. The Innovation Coordinator would facilitate the writing of the final report (elements 14-19) at the end of the evaluation period.
- L. The Innovation Coordinator would direct successful innovations to the appropriate specification committee.

Item _____



= database entry